

# Staff Stuff



A Monthly Publication for the Shelton State Community College Support Staff

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## ARCHITECTURAL SELECTION UPDATE

The Architectural Selection Committee recently screened thirty-two proposals and selected 3 finalist to be considered as the college's architectural representative. The finalists will be given an in-depth interview on Monday, April 12 with a decision expected from the committee by late April. The final decision for selecting the architect rests with Dr. Umphrey with approval from the Alabama State Board of Education required.

The firms to be considered are:

PH & J. Montgomery, Alabama

Volkert and Associates, Mobile, Alabama

Hellmuth, Obata, Kassabaum, Dallas Texas

## MERGER EFFORTS

Efforts are already underway to merge/consolidate the services offered by the C. A. Fredd Campus with Shelton State. Committees have been established and are working toward combining Student Services, Business Office operations, Registration, Maintenance, and Housekeeping. Major projects to be tackled this summer include curriculum and calendar changeover to the semester system.

There are still many questions to be answered regarding federally funded programs like Title III, financial aid, Talent Search and the duplication of these services. Stay tuned for a busy summer!

## WELLNESS CENTER ACTIVITIES

Milady Murphy and the Shelton State Wellness program was featured on February 25th on the Integrated Science Seven program offered through Alabama Public Television. Dr. Murphy's topic was wellness and the aging process.

At the National community College Wellness Conference held in Galveston, Texas, on April 1-4, Milady Murphy, Director of the Shelton State Wellness Program, made a presentation which emphasized the role of the two-year college in providing wellness programs for the community.



## SELF STUDY REPORTS

"Staff Stuff" will be used as a communication vehicle in announcing information related to the college's Self Study efforts. Each month reports from the Self Study committees will be included as well as special announcements.

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## CONGRATULATIONS JEANETTA

Congratulations to our own Jeanetta Hargow! Jeanetta was recently awarded the prestigious United Negro College Fund Scholarship to continue her studies at Stillman College. This award is based on academic achievement and leadership abilities.

Working full-time and attending class at night takes a great commitment. Many of our employees make this personal sacrifice each semester and it is refreshing to see Jeanetta's efforts rewarded.

## STATEMENT OF PURPOSE REVISED

The college's newly revised statement of purpose is as follows:

Shelton State Community College is an open-admission, state-supported community college whose primary purpose is to provide postsecondary education in academic, technical, and occupational fields. Shelton State offers a variety of these academic and vocational training programs through the Academic Services and the technical/Occupational Services Divisions. Shelton State also offers specialized training programs at the Alabama Water Resources Training Center.

In order to fulfill its purpose, Shelton State seeks to:

1. Provide general educational programs at the level of the first two years of college.
2. Provide academic educational programs to prepare students for transfer to upper-division college programs or to specialized linkage programs.
3. Provide occupational, technical, and specialized training programs through which students may acquire job skills for employment and workers may upgrade job skills.
4. Provide developmental education to help students acquire the competencies necessary for success in college-level courses.
5. Provide qualified teaching, supported by adequate facilities, within a climate conducive to learning.
6. Provide programs in fire service as requested throughout the state.
7. Provide both technical and academic programs in water and wastewater operation throughout the state.
8. Provide a library of print and non-print materials and services to support all instructional areas.
9. Provide a broad range of student support services (admissions and records, advising, special services, testing, tutoring, etc.)
10. Provide students with opportunities for aesthetic, cultural, and physical self-improvement.
11. Encourage student participation in the life of the college.
12. Promote mutually productive relationships with business, government, and industry.
13. Educate students to live and work in a global community of

increasingly interdependent countries.

14. Respond, when possible, to other educational needs of the community by offering classes and workshops that provide personal, civic, and cultural enrichment.
15. Cooperate with the community in educational, cultural, and civic projects appropriate to school policies and procedures.
16. Encourage high quality performance of all college personnel through professional development.
17. Maintain a comprehensive planning system to promote institutional effectiveness.
18. Remain flexible and responsive to innovative educational enterprises that have potential benefits for the future of the institution and the community it serves.

Shelton State Community College attempts to accomplish these objectives and achieve its purpose according to the policies and procedures of the Alabama State Board of Education.

## SELF-STUDY UPDATE

The Self-Study Survey is now the focus of self-study activities. The Steering Committee has met each week to review survey items submitted by the criteria committees.

The survey development process is nearing completion. All survey items should be presented to the Steering Committee during April and the survey should be distributed during May, as called for in the official calendar of the self-study.

Lyda Black is now Chair of the SACS Self-Study Steering Committee, and Arthur Howington is Director of the Self-Study. These changes were made necessary when Mary Ann Pearson was appointed Director of Nursing. This greatly increased her academic program duties by adding the Nursing Assistant and the LPN program to her area of responsibility. Mary Ann will remain involved in the self-study as an Assistant Director.

## RICK SHELTON PUBLISHES

Hoggle's Christmas, a children's book by Rick Shelton, will be published by Cobblehill Books of New York. The book will soon be illustrated by Donald Gates a free-lance illustrator from McLean, Virginia. This is the first children's book for both McLean and Shelton.

Rick and his new book were featured in the Spring edition of Adopt-A-School, a newsletter published by the Chamber of Commerce of West Alabama, Inc. Rick gave sixth graders at Vestavia Elementary a preview of Hoggle's Christmas and also of his novel-in-progress, The Great Chicken Pox Debate.

Congratulations Rick!

## ALICAT MOVES INTO SKYLAND LIBRARY

ALICAT is the acronym for the Alabama Library Catalog, a state-wide catalog of books and periodicals in public and academic libraries in Alabama. The Alabama Public Library Service provided Shelton State a computer terminal and software with this catalog in CD-ROM format.

It is a fairly easy database to use to identify the locations of books and periodicals. Locations are indicated by code; a listing and "how-to" book is provided along with the computer.

Shelton State has participated in the ALICAT network for several years, but this is the first CD-ROM listing available.

Libraries that have contributed their holdings information to the project include the following:

The University of Alabama  
Birmingham Public Library  
UAB Lister Hill Medical Library  
Auburn University Library  
Tuscaloosa Public Library

ALICAT is fully funded by the Alabama Public Library Services through Library Services and Construction Act funds. Shelton State pays no additional charges to participate.

## SOFTWARE INVENTORY

The college is currently trying to implement procedures for creating an inventory of all computer software purchased by the college. The Library and Business Office will play central roles in the development of this inventory.

In addition, the college is making an effort to inventory the original computer software that the college currently has on hand. Each administrator has been asked to locate all original software located in their department and complete an information form on each item.

"Original" means the actual software that was purchased by the college. The inventory will not contain software that was install, but not purchased by the college. Using software copied from an original set purchased by someone else is illegal.

## NEW EMPLOYEE

Jean Epps has joined the college staff as AV Specialist in the Library. Jean has been a part-time employee for over 18 months and will begin her full-time duties on April 9.

Welcome aboard Jean!

## REGISTRATION DATES

Telephone registration will be April 12th, 13th, and 14th. Early registration will be April 21st and 22nd. Regular registration will be May 31st and the first day of classes will be June 1st. Drop/add will be from June 1st till June 7th. Information on cancelled classes is available by calling 759-2349.



**Happy Easter**  
**April 11, 1993**